

NATIONAL OCEANIC & ATMOSPHERIC ADMINISTRATION  
PERSONNEL MANAGEMENT DEMONSTRATION PROJECT  
STEERING COMMITTEE

CHARTER

(Revised 10/1/06)

I. Establishment

The U.S. Office of Personnel Management (OPM) and the U.S. Department of Commerce (DOC) have authorized the National Oceanic and Atmospheric Administration (NOAA) to conduct a Personnel Management Demonstration Project for the purposes of experimenting with new and different human resources concepts to determine whether changes in human resources management policies and procedures result in improved management of human resources. The NOAA Demonstration Project Steering Committee is being established under this authority.

II. Purpose

The purpose of the NOAA Demonstration Project Steering Committee is to provide a forum within NOAA for the discussion and/or decision of Demonstration Project topics and issues of common interest/concern to all participating NOAA organizations. The Steering Committee will also seek to form a consensus approach to comments or suggestions whenever possible for presentation to the DOC Departmental Personnel Management Board (DPMB).

III. Jurisdiction

The Steering Committee provides oversight over all NOAA Demonstration Project activities/actions dealing with any Demonstration Project system. However, it is agreed that a consensus is not required and that each participating NOAA organization is free to speak independently at the DPMB.

IV. Functions:

A. The Committee shall evaluate and provide comments or recommendations on policies

and procedures or system changes proposed by the DPMB.

B. The Committee shall propose new or revised policies and procedures or system changes to the DPMB.

C. The Committee shall oversee the implementation of any Demonstration Project policies, procedures, position classification proposals or automated system changes within NOAA.

D. The Committee shall oversee NOAA-wide Demonstration Project training activities as appropriate.

#### V. Membership:

A. The Chair of the Committee shall be assumed by one of the members of the Committee. If one of the members of the Committee is also serving as the Chair of the DPMB, that member will automatically become the Chair of the Committee.

B. Members of the Committee will include the following:

1. NOAA Executive Director to the Deputy Under Secretary\*
2. Deputy Assistant Administrator, National Marine Fisheries Service
3. Deputy Assistant Administrator, Oceanic & Atmospheric Research
4. Deputy Assistant Administrator, National Environmental Satellite and Data Information Service
5. Deputy Assistant Administrator, National Weather Service
6. Deputy Assistant Administrator, National Ocean Service
7. Deputy Director, Office of Marine and Aviation Operations
8. NOAA Chief Financial Officer
9. Director, Office of the Chief Administrative Officer
10. Director, Office of Workforce Management

C. A quorum shall constitute 7 of the 10 voting members.

D. Voting members of the Committee will designate an alternate to serve in their

absence if they are unable to attend a Committee meeting.

E. The NOAA Demonstration Project Manager will serve as the Executive Secretariat to the Committee.

F. NOAA organizational EEO and Diversity representatives will serve as ex-officio members of the Committee on a one-year rotational basis.

\* The NOAA Executive Director to the NOAA Deputy Under Secretary will represent the following NOAA Offices:

Office of the Under Secretary

Office of Internal Affairs

Office of Legislative Affairs

Office of Public and Constituent Affairs

Office of the Federal Coordinator for Meteorology

Office of Education

Office of Program Analysis and Evaluation

Office of Program Planning and Integration